



# **CYNGOR CYMUNED HELYGAIN / HALKYN COMMUNITY COUNCIL**

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**Minutes of the Meeting of Halkyn Community Council,  
Held in the Halkyn Parish Hall,  
On Monday the 20<sup>th</sup> November, 2017, at 7.30pm.**

**1(A). 201/17  
PRESENT**

Councillor B. Glyn Coleclough (Chair)  
Councillor Mrs. Nicola Richardson (Vice Chair)  
Councillor Colin Barker  
Councillor Brian Coleclough  
Councillor L. Howard Morris  
Councillor David G. Roberts

Clerk & Financial Officer R. Phillip Parry

**1(B). 202/17  
APOLOGIES**

Councillor Miss. Jean S. Davies (Community & County)  
Councillor David A. Hughes  
Councillor Dylan Roberts  
Councillor G. T. Robinson  
Councillor Mrs. J. Wendy Sigsworth  
Councillor Mrs. Delyth Taylor  
Councillor John Thomas

Councillor Colin Legg (Flintshire County)

**1(C). 203/17  
Standing Orders were suspended:**

The Chairman Councillor Glyn Coleclough, welcomed PCSO Laura Williams (North Wales Police) to the meeting.

**PCSO Williams advised the Members in relation to the following:** (1) she will be moving from her present position covering the Halkyn Council area – but will attend the January meeting – possibly to introduce the new Officer (2) Black Renault car visiting farms offering batteries for sale. Following the visit, the car registration number plates are swapped (3) Car accident (4) Attempted burglary in the former Royal Oak pub (5)

PCSO Williams advised further to the following: (a) provided the Members with various leaflets, including cold calling and vulnerable people (b) thefts from cars during the Christmas period (c) theft of Asian gold in the Mold area.

**The Clerk referred to Minute number: 4. 207/17 sub minute: 10. 194/12 on pages 2 & 3 below** – in relation to the number of accidents on the B5123 – in the area of The Springfield Hotel, Pentre Halkyn. The Chairman Councillor Glyn Coleclough, related to a number of incidents, whereby he had personally viewed vehicles which had been involved in accidents – whereby the vehicles had ending up in the hedge. PCSO Williams, who had replied to the Clerk's original e-mail, reiterated, that there had been no reports of accidents on this particular stretch of road.

Councillor Coleclough thanked PCSO Williams for attending the meeting.

#### **1(D). 204/17**

**Standing Orders were restored:**

#### **2. 205/17**

#### **DECLARATIONS OF INTEREST**

**There were no Declarations of Interest Declared.**

#### **3. 206/17**

#### **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 16<sup>TH</sup> OCTOBER, 2017**

The Minutes were proposed as correct by Councillor Brian Coleclough and seconded by Councillor David Roberts and formally agreed by the Members present.

#### **4. 207/17**

#### **MATTERS ARISING**

The Clerk referred to the following matters from the previous Minutes:

**Minute no: 4. 183/17 sub minute number: 4. 164/17 and others (page 2)** in relation to the installation of a bus shelter in the Windmill. The Clerk advised that the bus shelter manufacturing company had agreed to now deliver the bus shelter, as the footings had been set. However, due to the Christmas period, it may be a number of weeks before delivery. Once the Clerk is aware of the date, he will liaise with Flintshire County Council.

**Minute no: 4. 183/17 sub minute number: 5(B). 166/17 (c) (page 2)** in relation to a site meeting with a representative from a specialist Cemetery design company.

The Clerk advised, that following apologies from a number of Council Members, Councillor David Hughes, together with the Clerk had met with the Company representative at the Cemetery. Whilst the Company are extremely busy drawing up plans for other Cemetery designs, the Community Council, will receive information from the Company in the New Year.

**Minute no: 4. 183/17 sub minute number: 5(B).166/17(d) (pages 2 and 3)** in relation to the Rhosesmor Play area, and in particular, a public notice to be displayed in the Halkyn Mountain News. The Clerk advised that the public notice had been sent to the editorial team. The Clerk will advise the Members as to any responses in the January, 2018 Council meeting.

**Minute no: 10. 194/17 (page 7)** in relation to letters written to Flintshire County Council and North Wales Police, concerning increasing accidents in the area of Springfield Hill. The Clerk advised, that whilst a letter had been sent to the Office of Mr. Stephen Jones (Streetscene & Transportation),

no reply had been received. During the attendance of PCSO Laura Williams, the matter had been discussed (**See Minute number: 1(B). 203/17 – second paragraph on page 2 above**).

**Members agreed the following:** The Clerk to send a further letter to Streetscene & Transportation.

**Minute no: 11. 195/17 (page 7)** in relation to a request for the installation of goal posts in the children's play area and or the area known as the football field in Rhes Y Cae.

Councillor Mrs. Nicola Richardson advised, in relation to a meeting at the Rhes Y Cae play area, with Mr. Richard Roberts (Flintshire Play Design Officer). Whilst the meeting was positive, the Community Council are required to write to the Grosvenor Estate, to seek their views.

Councillor Mrs. Richardson, further advised, that the Play Officer, had referred that the play area required upgrading. The Clerk advised that the Community Council had agreed to match fund £10,000.00, with Flintshire County Council. However, Flintshire had advised, that it was Pentre Halkyn Play area which required the most urgent upgrade to the play equipment.

**Members agreed the following:** The Clerk to write to Grosvenor Estate, seeking their views, in relation to the erection of goal posts, in the area known locally as 'The Football Field'

#### **5(A). 208/17 CORRESPONDENCE**

**The following correspondence had been received, that was required to be either advised to, or dealt with by the Members:**

- (1) Flintshire County Council – information in relation to Pre-Deposit proposals public Consultation (Preferred Strategy) – Flintshire Local Development Plan 2015 – 2030. Information forwarded to all Councillors on the 1<sup>st</sup> November, 2017.
- (2) Flintshire County Council – information in relation to a consultation on the Local Development Plan preferred strategy. Consultation commences on 9<sup>th</sup> November for six weeks. Information forwarded to all Councillors on the 6<sup>th</sup> November, 2017.
- (3) Flintshire County Council – Notification of diversion of public footpath No's 32 and 36 in the Community of Halkyn. The letter confirmed the Order to divert the footpaths was made of the 7<sup>th</sup> November, 2017.
- (4) Post Office - notification to changes, including consultation period, in relation to the Halkyn and Pentre Halkyn Post Office branches.

#### **5(B). 209/17 CLERK'S REPORT**

- (i) Welsh Assembly Government (WAG) – Burial charges for children. The WAG wish to agree with all burial authorities in Wales, that no burial charge will be made for children under the age of 18 years – under a 'Memorandum of Understanding'. As the closing date for reply was before the November Council meeting, the Clerk consulted with the Chair and Vice Chair of Council – whereby, after taking into consideration, that the Community Council had previously agreed not to charge a fee for the burial of a child, the Chair and Vice Chair, instructed the Clerk, to advise the WAG, that the Community Council, were pleased to be part of the Memorandum of Understanding – whereby no fees will be charged.

- (ii) The Clerk advised in relation to a complaint received from a resident, to the non-collection of recycling items at their home. Whilst the resident had contacted Flintshire County Council, items were still not being collected. The Clerk had contacted the County seeking an explanation. The concern has now been addressed.

#### **5(C). 210 /17**

#### **PRECEPT AND FINANCIAL ALLOCATIONS FOR 2018 / 2019**

The Clerk enquired with the Members of the Council, if there were any items of expenditure, extra to the present allocation included in the current financial precept, that they wished to be included in the next financial year.

**The Members agreed the following:** The Clerk to provide the Members at the January, 2018 Council meeting, with details as to a prospective precept increase to the Band D property charge - between: £1,000.00 and £2,000.00. In addition to the present list of items contained in the Project Portfolio, to also include, the following: (1) New signage for Halkyn Parish Hall Library - £2,000.00 (2) Upgrade to the present cattle grid at Halkyn Parish Hall £4,000.00.

#### **6. 211/17**

#### **REPRESENTATIVES / LIAISON COMMITTEE REPORTS**

There were no reports.

#### **7. 212/17**

#### **COUNTY COUNCILLORS' REPORTS (COUNCILLOR MISS. JEAN S. DAVIES & COUNCILLOR COLIN LEGG)**

There were no reports

#### **8(A). 213/17**

#### **PLANNING APPLICATIONS**

**The following planning application had been received:**

- Application number: 057640 - for the erection of link extension, conversion of disused farm building to accommodate granny annex and alterations to existing sun room, at Lily Farm, Rhes y Cae

**Comment by Council:** Providing it complies with relevant planning policies, then no objection to the proposal.

**(The above application was sent to the Chairman for consultation with the local Member(s) due to statutory time limits for observations).**

#### **8(B). 214/17**

**The Members agreed with the above decision.**

#### **8(C). 215/17**

**The following planning applications were dealt with by the Members at the meeting:**

- (a) Application number: 057663, for the conversion of garage with extension above garage, at Afon Gonwy Cottage, Halkyn.

**Comment by Council:** Providing that the application complies with planning policy, then no objections raised.

- (b) Application number: 057672, for listed building for the retention of installation of limestone tiles in lobby and proposed installation of yorkstone flags in porch, at The Old hall, Pentre road, Halkyn.

**Comment by Council:** Providing that the application complies with planning policy, then no objections raised.

- (c) Application number: 057714, for the erection of dormer style bungalow inclusive of all other associated works relating to, 19 Bryn Eithin, Pentre Halkyn.

**Comment by Council:** Providing that the application complies with planning policy, then no objections raised.

#### **8(D). 216/17**

#### **PLANNING DECISIONS**

No planning decisions have been received from Flintshire County Council

#### **9(A). 217/17**

#### **COMMUNITY LIGHTING**

The Clerk advised that Councillor Colin Legg had been in further contact with the Chief Executive of Flintshire County Council, in relation to the Rhys Y Cae faulty street lights. Following this meeting, a full inspection of the Community Council's street lights was completed. It now appears that all the Rhes y Cae street lights are in working order, including the three lights in Moel y Crio – which have not worked for over two years. Councillor Mrs. Nicola Richardson, had also assisted in viewing the street lights during darkness, together with taking photographs.

#### **The following lamps were reported out of order at the meeting:**

- (1) Lamp near - Mersey View, The Catch, Halkyn.
- (2) Lamp number 17 - near the Wesleyan Chapel in Rhes Y Cae. (Note: This lamp was reported working the following day after the Council meeting).

#### **9(B). 218/17**

#### **COMMUNITY COUNCIL – STREET LIGHTS**

The Clerk advised the Members, in relation to a joint meeting with representative Councillors' from Caerwys Town and Whitford Community Councils (with the Clerk representing Halkyn Community Council), together with Mr. Alan Richardson (Snapfast Electrical). The Clerk further advised, in relation to the lighting product supplied by this Company, together with an indication of cost. The lights would be guaranteed for a period of 10 years, with a payback time of 5 years. The reduction in electricity costs would be between 40% and 60%. Various grants were available to fund the changeover, including a loan from the Welsh Assembly. The present 35 SOX street lighting were not now being manufactured and are therefore difficult to replace. Councils across the country were seeking more modern and energy efficient lighting systems – such as LED.

The Clerk further advised, that the next stage is to formally agree to move forward, whereby the Clerk would supply the Company with details in relation to the number of Council owned street lights. The Company would, thereafter, provide a formal quotation for consideration by the Council. At this stage, there is no financial commitment required from the Council.

**Members agreed the following:** (a) the Clerk to provide the Company with details of the Council street lighting numbers (b) the Council will consider further, when in receipt of a formal quotation, together with contract details.

**10. 219/17**

**ANNUAL GENERAL MEETING – HALKYN PARISH HALL TRUSTEES & MANAGEMENT COMMITTEE**

Minutes for this meeting are appended to these Minute (**Pages 7, 8, 9 & 10 below**)

**11. 210/17**

**APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
493	Scottish Power (October - Street Lighting Electricity Supply)	336.27	67.25	403.52
494	Flintshire County Council (August - Street Lighting Inspection and Maintenance)	330.25		330.25
495	Flintshire County Council (September part) - Street Lighting Inspection and Maintenance)	374.20		374.20
496	<del>Flintshire County Council (September part) - Street Lighting Inspection and Maintenance)</del> (Cheque cancelled – invoice incorrect)	<del>503.03</del>		
497	Halkyn Parish Hall (hire of room for Library – June to August – 13 weeks)	357.00		357.50
498	Halkyn Parish Hall (cost of phone / internet – June to August – 13 weeks)	65.00		65.00
499	R. Phillip Parry (reimbursement of box of writing paper – Post Office stationery – as per receipt)	18.83	3.76	22.59

**12. 211/17**

**APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
500	Rhes Y Cae Village Hall Committee (Application in relation to assistance with purchase and installation of hot water system)	£600.00
501	Marie Curie (Rhyl Branch) General donation	£200.00
502	Welsh Border Community Transport (Towards cost of providing transport to residents in the Council area)	150.00

503	Halkyn United Junior Football Club (application towards specific items and general running costs)	1,000.00
	Rhosesmor Village Community Group (Application for three memorial benches)	* (See note below)

\*Application by the Rhosesmor Community Group. Council Members agreed to purchase one WW1 bench seat at a cost of £647.00 plus VAT at £129.40 Total £776.40. A cheque for £776.40, will be released, upon the Clerk receiving a copy of the invoice.

**13. 212/17**

**The Members agreed the payments of the above accounts and financial support as listed.**

**There being no further business, the Chairman thanked everyone for attending and closed the meeting.**

**SIGNED BY THE  
CHAIRMAN.....**

**DATE OF  
APPROVAL.....**

**HALKYN PARISH HALL  
TRUSTEES & MANAGEMENT COMMITTEE**

**Minutes of the Annual General Meeting  
of the Halkyn Parish Hall Trustees & Hall Management Committee  
Held on Monday 20<sup>th</sup> November, 2017,  
in Halkyn Parish Hall, at 7.00pm**

**1. 01/17  
PRESENT**

**Trustees of Halkyn Parish Hall**

Councillor B. Glyn Coleclough (Chair)  
Councillor Mrs. Nicola Richardson (Vice Chair)  
Councillor Colin Barker  
Councillor Brian Coleclough  
Councillor L. Howard Morris  
Councillor David G. Roberts

Clerk & Financial Officer R. Phillip Parry

### **Management Committee**

Colin Barker  
Emrys Bellis  
Mrs. Clare Madders  
Mrs. Karen Morgan Reid  
Colin Roberts (Hall Caretaker)  
Rory Toser  
Mrs. Avril Woodfine  
Rita Wainwright  
Andy Wood

### **2(A). 02/17 APOLOGIES**

### **Trustees of Halkyn Parish Hall**

Councillor Miss. Jean S. Davies (Community & County)  
Councillor David A. Hughes  
Councillor Dylan Roberts  
Councillor G. T. Robinson  
Councillor Mrs. J. Wendy Sigsworth  
Councillor Mrs. Delyth Taylor  
Councillor John Thomas

### **Management Committee**

Mrs. Wendy Sigsworth (Treasurer)

### **2(B). 03/17**

Councillor Glyn Coleclough, as Chair of Halkyn Parish Hall Trustees, welcomed attendees to the meeting – and stated, how pleased he was to see so many people in attendance.

### **3. 04/17**

#### **TO CONFIRM: APPOINTMENT OF CHAIR OF MANAGEMENT COMMITTEE**

Colin Barker advised, that whilst he is the current Chair of the Management Committee, he wished to resign the position. Colin further advised, that there had not been a meeting of the Management Committee for some time, but he was pleased to see a number of residents in attendance, who represented the various organisations who use the Parish Hall.

Colin welcomed Colin Roberts, as the new Caretaker, and wished him well in his duties.

**Agreed:** Andy Wood to act as temporary Chair of the Parish Hall Management Committee. Andy advised, that he will call a full meeting of the Management Committee in the New Year.



**4. 05/17**

**TO CONFIRM: APPOINTMENT OF TREASURER**

Phillip - the Clerk to the Council advised, that Mrs. J. Wendy Sigsworth is presently the Treasurer – but had sent her apologies for the meeting as she was away from home.

**5. 06/17**

**TO CONFIRM: APPOINTMENT OF SECRETARY**

Phillip advised, that the previous caretaker was listed as the Secretary to the Management Committee.

**Agreed:** Colin Roberts to act as Secretary, until the Annual General Meeting of the Management Committee.

Colin advised, that he had invited all users of the Hall to this evening's meeting.

**6. 07/17**

**MANAGEMENT COMMITTEE REPORT**

There was no specific Management Committee report.

**7. 08/17**

**TREASURER'S REPORT**

Phillip advised, that Wendy had provided to the Community Council an Excel spreadsheet, with a full set of accounts, during an application for funding.

Phillip further advised, that the Community Council were paying separately for the hire of the Hall in relation to the Library, including the Council meetings. This would therefore, increase the income budget section of the Hall accounts.

**8. 09/17**

**ANY OTHER BUSINESS**

The following was discussed:

- (i) Clare advised that she and others were not aware, that the Hall users were eligible to become members of the Management Committee – but Clare was pleased to become a member.
- (ii) Karen enquired in relation to the responsibilities of the Management Committee, including the legal obligations. Phillip advised that the responsibilities were split in two. The actual Hall building was the responsibility of the Hall Trustees, with the Management Committee overseeing the day to day running. Phillip further advised, that there would be some terms of reference, or agreement filed with the papers.
- (iii) Colin enquired in relation to the liability commitments from the Management Committee. Phillip advised, that this again, is a joint responsibility – as referred to above. Phillip suggested, that when the Management Committee have their annual general meeting, whereby all the Officers will be appointed, perhaps another meeting between the Hall Trustees could be arranged – whereby the legalities can be discussed.

- (iv) It was suggested that a list of the Management meeting dates be provided for the year.  
Phillip advised, that during the annual general meeting, the dates for the year can be agreed.

The Chair of the Trustees, Councillor Glyn Coleclough, thanked everyone for attending, and wished the new management committee his best wishes.

**Signed – Chair of Halkyn Parish Hall Trustees:.....**

**Dated:.....**

(Note taker: Phillip Parry)